

2 March 1960

MEMORANDUM FOR: DAD/CR

SUBJECT : Certain Information in Connection With Project to Eliminate the Typing of Bibliographic Mats for Intellofax System.

1. Based on one day's production of printed Intellofax cards, some 41% of our batched documents consist of one page. A transmittal report of one page, even though it contained an enclosure of one or more pages, was considered a one page report for this purpose. We believe that the "Nodex" reports would increase this percentage. The following table lists the number by originator:

<u>Originator</u>	<u>No. Reports Reviewed</u>	<u>No. with One Page</u>	<u>Percent</u>
Army	33	14	43%
Navy	33	16	49%
Air Force	97	48	50%
State	182	73	40%
CIA	205	88	43%
USIA	8	3	38%
Other	29	0	--%
TOTAL	587	242	41%

2. If the Bell & Howell device were able to print first pages directly on IBM cards for the intellofax which were acceptable, it could eliminate a large portion of the personnel and material costs now used for typing and verifying mats, carrying mats and printed cards to and from the printer, etc., but more importantly in my opinion would be the savings of at least 2 to 3 days in our processing cycle. It now takes 2 to 3 days or longer for the printer to reproduce the Intellofax cards from the mats. Although the cost of the savings of time in the processing cycle cannot be measured in dollars and cents, such savings is highly important in making OCR's reference service more current.

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 Chief, Document Division